

12-09-25 Regular Monthly Meeting Minutes-City of Challis-By: Jessica Ely-Clerk

5:35 pm Called to Order by: Mayor Sugden

Roll Call

Present: Terrill Swain, JaNean Bradshaw, Mayor Sugden, Vice President Maydole, Cade Peterson

Consent Agenda:

*Agenda amended to add Sabina Bennetts' senior project update

October Expenditures Approved

Approved Minutes for 6-10-25, 7-22-25, 8-10-25, 9-22-25, 9-25-25, and 10-14-25.

Public Comment Period – None Given

Reports: USFS-N/A, BLM-N/A, CCSO-Present

Sheriff's Department Report. The officer provided information on the School Resource Officer (SRO) Program implementation, with the agreement of the School district. The SRO hired shall begin approximately by January 1st.

-Phase 1: January-spring/summer as Marine Deputy Program for community and school familiarization.

-Phase 2: Following fall (26/27 school year) transition to full SRO Program with school funding contribution.

-Challis School District SRO, including Stanley coverage with Stanley receiving secondary priority.

-Mackay School District separate jurisdiction; still working on separate SRO arrangement.

-Patrol position opening due to upcoming detention deputy transition for transportation requirements, one to two being brought on board.

-Vehicle and equipment acquisitions: 2026 patrol vehicle purchases approved, arriving next week, two new patrol vehicles for county in 2026 being transported for outfitting, and dispatch radios and computers ordered awaiting arrival.

-Operations status: search and rescue operations decreased with no operations in December so far.

-Jail Status: district court day resulted in four inmates housed plus one juvenile. Two inmates released through courts, one being transferred to IDOC. Transfer to Ingham or Bonneville County pending bus departure.

Petitions, Applications, Appeals & Communications:

A. **III-A Annual Update.** Megan Lockwood presented the 2024-2025 annual report

B. **Airport Master Plan and Instrument Approach update by Kent Atkin.** The current airspace classification established is Class Echo, and working on the instrument approach. Current issue: approximately 1.3 acres southern portion requires regrading six to eight inches due to threshold siding penetrations preventing nighttime instrument approach approval. Proposed solution: Apply for FAA funding (95/5 split with federal covering 95%, state and city each 2.5%)

-Estimated cost: less than \$250,000 with approximately 20,000 cubic yards of material movement.

-Current limitation: without grading, approach would be daytime-only; nighttime descent illegal below 13,200 feet with 4,600-foot overcast layer.

- Benefits: enables emergency flights like Life Flight during inclement weather
- Cade Peterson expressed strong support as life-saving project; Speaker 10 requested ballpark figures.
- Council affirmed support to pursue funding with local contractor engagement encouraged.

C. CBDG Grand Admin Contract Presentation. Rick from Altura presented the administrative services contract for the park block grant.

- Environmental clearance is required before contract issuance.
- Engineering capped at \$24,000; Keller Associates confirmed the ability to work within budget by tightening the scope.
- Keller to prepare contract for January meeting to begin design.
- Design decisions pending: post-tensioned concrete versus standard rebar (post-tensioned costs 25% more, unnecessary for light-use facilities).
- Geothermal hot water system discussed as a potential enhancement requiring hot springs access.
- Challis qualified for approximately 30% grant from USDA Rural Development, pending income verification.
- Low-to-Moderate income designation based on 51% threshold using median household income and user rates.

D. CTA David Morris Follow Up on Recreational Trails Grant Application. David Morris presented trails project for the hills area.

- Noted achievements: eight miles completed this year, an additional 3/10 mile on the River, expected completion mid-summer.
- Trail counter data: 19,438 visitors at the lower Dom Pelt Trailhead over 200+ days, 6,800 at the upper trailhead, approximately 26,000 total visitors.
- Golf course path chip sealing proposal: Keller bid between \$30,000-\$55,000.
- Double seal recommended; grade needs fixing in at least two locations due to runoff and culvert problems.
- Vault toilet options with significant cost disparity.
- Installation and setting: approximately \$4,200; septic permit: \$900 per toilet.
- Proposed locations: trailheads and golf course path area on city land.
- Total project estimate approximately \$150,000 before engineering fees (estimated \$20,000), totaling roughly \$170,000.
- 20% city match equals approximately \$32,000; can include in-kind contributions.
- Grant is reimbursable, requiring the city to pay first.
- Application due January 30; commitment letter from the city required.
- Motion to apply, through David Morris, for \$170,000 maximum for chip sealing of the walking path and three vault toilets approved unanimously.

E. America 250 Commemoration Grant. Sherry Maestas presented \$2,500 zero-match grant for the America 250 Idaho commemoration.

- Two components: Main Street mural (\$1,500) and Fourth of July fireworks display enhancement (\$1,000).
- Mural location options (TBD): American Legion building cinder block wall, Allied storage on 13th Street,

or museum area. Open to suggestions from the council.

-Dawn Maydole is working with state ambassadors on America 250 initiatives at the county level and suggested working together with Sherry Maestas to facilitate planning the Fourth of July event.

-Resolution prepared to sign, endorsing America 250 commemoration.

-Resolution 2025-12-10 read aloud and approved unanimously.

F. Centerra Park Zone Permits Reviewed

-found a discrepancy in mapping, and the Mayor was asked to contact contractors for map corrections.

G. Thompson Creek Property Zoning Consolidation. Horrocks Engineer, Matt Graham, presented a 5.4-acre parcel with split zoning consisting of Residential A and Residential B.

-Development plan: 29 individual single-family parcels, indicating the likely preference of Residential B, with no proposal at this time for implementation of apartments.

-Cade Peterson expressed broader concern about multiple problematic zone boundaries across the city, volunteering to coordinate a comprehensive zoning map cleanup with Jaquel Bruno.

-Mayor Sugden mentioned the process according to AIC: Matt needs to present a preference of a zone change to the council, followed by a public hearing announcement from City Hall, along with a notification to surrounding residents of the property carried out by the official representatives of the zone change request.

-Cade Peterson suggested holding a separate meeting as a consolidated effort to clean up zones and areas with similar characteristics. He noted that the City would first notify residents and publish notice of the proposed meeting. He explained that approximately half of the trailer park is zoned Commercial C, and another portion is zoned Residential Park A, resulting in the majority of the governing code for the park being Commercial. Mr. Peterson further clarified that Council would not attempt to change everything; however, many existing zoning boundaries on the current map do not align logically, in some cases dividing parcels, and therefore should be cleaned up.

-Matt Graham stated he would submit a formal request to the Council by letter with the RP to be presented. At the suggestion of JaNean Bradshaw, the request would come from the property owner and specify the preferred zoning designation. The request would then be followed by the required steps to obtain a public hearing, including demonstrating that the proposed zoning aligns with the City's comprehensive plan.

-Mayor Sugden mentions no access to the property in question. Matt Graham answered with the desire to request an easement as a plan forward.

-Cade Peterson mentions that there specifically needs to be a map with the edits desired.

H. Senior Project Update by Sabina Bennetts. Sabina presented an update on metal sign installation.

-Planned improvements: lighting enhancement for better nighttime visibility and area cleanup likely to be done as a springtime project.

-Skills developed: metalworking, concrete pouring, digging, excavating, locates calling procedures, permit process understanding, and personnel coordination.

-Council expressed appreciation; Cade Peterson commended the project detail level, noting that many senior projects are less comprehensive.

I. Library Budget Cash Forward Discussion. The library requested funds, in the amount of \$25,111.77, be brought forward from the previous year's budget for grants, donations, E-rates, and surplus operating budget. The city will also be opening the budget to receive the recently awarded CDBG for the park project in the amount of \$228,515.00.

Ordinances, Resolutions & Agreements:

K. Water Source Protection Ordinance Review. The DEQ loan requirement of an ordinance protecting the wellhead must be in place; the nature of this ordinance will effectively protect all wellheads in place.

-Mayor Sugden expresses ordinance should be reviewed by the City's legal team to verify it complies with existing codes and requests support from the council to do so.

-Questions proposed by the council will be provided to legal before council approval is given to the final draft of the Water Source Protection Ordinance.

-Ordinance to be resubmitted to the council after attorney review.

Adjourned at 7:55pm

Opened Executive Session: 74-206. EXECUTIVE SESSION – WHEN AUTHORIZED. (1) An executive session at which members of the public are excluded may be held, but only for the purposes and only in the manner set forth in this section. The motion to go into executive session shall identify the specific subsections of this section that authorize the executive session. There shall be a roll call vote on the motion and the vote of the governing body. An executive session may be held: (b) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

Adjourned.

Chris Sugden

Mayor Sugden

Jessica S' Ely

City Clerk-Jessica Ely

1/13/26

Date of Approval

